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MEMORANDUM FOR: Chief, Regulations Control Staff

Below are extracts from the Comptroller's Weekly Activity Report of 8 February.

a. Project [REDACTED] DD/P Examination of Station Titles:

We have been requested to explore the use of various titles at foreign stations to designate the senior DD/P official, such as "Senior Representative", "Chief of Mission", "Chief of Station", "Chief of Base", etc. After receiving all Division and Staff comments, we will attempt to define and standardize a minimum workable number of titles and prepare them in a form appropriate for a CS Instruction. Target date - Open. Estimated man days - 30.

Comment: Suggest you at least keep abreast of this with MIS since Agency Field issuances will be greatly affected by any action taken.

b. A member of TAS attended a meeting with representatives from the Finance and Budget Divisions and the [REDACTED] Comptroller relative to the various problems that are present in the Far East with respect to coordinating accounts and establishing obligations. The [REDACTED] Comptroller was advised that the TAS is currently in process of developing uniform allotment control procedures for field installations.

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Comment: Check to ensure this is being developed as proper Agency issuance.

c. A member of the TAS attended a meeting with representatives of the Logistics Office, Assistant Comptroller and the [REDACTED] Comptroller where a general discussion was had on the logistics problems and some of the problems being encountered in the operation of the new property accounting procedure now in use in the Far East.

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Comment: Suggest checking with Logistics to see whether this indicates a need to revise our accountability regulations.

d. Members of the TAS started the survey of the various administrative offices of the DD/I. The purpose of the survey is to study the problems of each office relating to controlling its allotments and to develop material necessary for the establishment of uniform allotment control procedures. The first office visited was the Office of National Estimates.

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Comment: This is comparable to item b. above and seems to indicate a positive need for both Headquarters and Field issuances on uniform allotment procedures.


Special Assistant to DD/A

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